



## **Marazion Town Council**

**Meeting 11/2023  
TO ALL COUNCILLORS**

**18<sup>th</sup> October 2023**

Dear Councillors

**NOTICE IS HEREBY GIVEN** that you are summoned to attend a meeting of the Town Council on **Tuesday 24<sup>th</sup> October 2023 at 7.30pm**, Marazion Town Hall, **Council Chamber**.

The meeting will consider the agenda items as set out below.

**Please note.**

**Recording.**

Under the Openness of Local Government Bodies Regulation 2014, this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media, or members of the public.

The Town Clerk will be recording the meeting for the purpose of minute taking. Written approved minutes are the true legal record of council meetings.

**Public Participation.**

The public are welcome at Marazion Town Council meetings. Members of the public are invited to ask questions or raise issues relevant to the business to be transacted on the agenda. 15 minutes is set aside for public participation and individual speakers are restricted to 3 minutes. Public participation is not part of the formal business of the Town Council however, a note will be made of matters raised and recorded within the minutes of the meeting.

Members of the public wishing to speak are requested to submit questions or statements in writing to the Town Clerk no less than 3 days before the date of the meeting.

**Covid Safe Meetings**

We ask that if you suspect you may have Covid 19 or you have tested positive in days before the date of the meeting that you do not attend.

Mask wearing is optional. Hand sanitiser and masks are available.

**AGENDA**

**Part I**

**(Open to the public)**

**1 Apologies**

**2 Declarations of Interest**

**3 Dispensations**

**4 Public Participation**

The public are welcome at Marazion Town Council meetings. Members of the public are invited to ask questions or raise issues relevant to the business to be transacted as listed on the agenda.

**5 Mayors Report/Matters of Urgency**

**6 Clerks Report**

At the time of publishing the agenda.

- i complaints rats Maypole Gardens and closure.
- ii volunteers Remembrance Sunday road closure.
- iii Royal British Legion Remembrance poppy boxes distribution.
- iv Turnpike Newsletter.

**7 Correspondence Received**

At the time of publishing the agenda.

- i e-mail received from resident of Millet Close – rat infestation gardens and properties Millet Close.
- ii e-mail received from resident about the provision of a public noticeboard to be in the commercial centre i.e., The Square rather than Maypole Gardens and for Marazion Town Council and Marazion Town Trust to partner, a joint project.

**8 Councillors Reports**

**a) Cornwall Councillor Report**

To receive a report.

**b) Town Councillor Reports**

To receive reports.

**9 Minutes of the Council meeting held on Tuesday 10<sup>th</sup> October 2023.**

To consider, approve and sign the minutes of the Town Council Meeting held on Tuesday 10<sup>th</sup> October 2023.

**10 Planning**

a) None to consider at the time of publishing the agenda.

**b) Applications Approved/Refused/Appeals - Cornwall Council**

**c) Planning Correspondence.**

None at the time of publishing the agenda.

**11 Appointment Internal Auditor.**

To resolve to appoint Hudson Accounting as Marazion Town Councils internal auditor.

- 12 Bus shelter cleaning – Cllr G Reynolds**  
To consider what course of action is open to the town council.
- 13 Waste Bin Collection/Disposal - Cemetery, Gwallon Lane play area. Maypole Gardens – Cllr G Reynolds.**  
To consider adding additional waste collection/disposal sites when seeking quotes.
- 14 Maypole Gardens – Cllr Collins**  
To consider what improvements are needed so a draft scope of works can be drafted.
- 15 Public Noticeboard – Cllr J Rawlins**  
To receive an updated report.
- 16 Town Crest – Cllr R Stokoe**  
To consider commissioning a high-resolution drawing of the town crest.
- 17 Escalation of unanswered complaints made to Cornwall Council – Cllr R Stokoe.**  
To consider what action to take.
- 14 Matters Arising from previous Minutes.**
- a **Minute 184** (flooding Green Lane) – to receive an update.
  - b **Minute 381** (Footpath number 8) – note that the Town Clerk due to other priorities has yet to review the process and resources needed.
  - c **Minute 1113** (play area repairs) – to receive an update.
  - d **Minute 1668(iv)** (fabrication metal bracket Folly Field toilets) – to receive an update.
  - e **Minute 1712(b)(ii)** (Speedwatch initiative) – to receive an update.
  - f **Minute 1733(b)(iii)** (handrail Folly Field beach access) – to receive an update.
  - g **Minute 1753(b)(i)** (RNLI electric supply Folly Field) – to receive an update.
  - h **Minute 1753(b)(iii)** (erection of pigeon spikes) – to receive an update.
  - i **Minute 1758** (letter to Cornwall Council Civil Parking Enforcement: Town and Parish Council Partnership Working with Cornwall Council – Options Version 3 February 2011) – to receive an update.
  - j **Minute 1794(b)(vi)** (letter to Cllr Linda Taylor Planning Enforcement) – to receive an update.
  - k **Minute 1801** (campaign mobile post office) – to receive an update.
  - h **Minute 1826** (training Legionella) – to receive an update.

**15 Any other matters arising from Minutes not covered by items above.**

**16 Finance**

Review and approve en bloc.

**a) Statement of Accounts – as per bank statements 17<sup>th</sup> of October 2023**

Community	*£-1.38
Business Premium	£101,130.37
NS& I (Earmarked Reserves)	£151,054.19
CCLA	£50,000

\*Note – the Community Account is a feeder account meaning that monies from the Business Premium account will feed the account to cover any deficit.

**c) Accounts for Payments**

*Road Signs.co.uk (delivery road signs added)	£42.00
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**d) Receipts (up until the 20<sup>th</sup> of September 2023).**

Garage No 1	£50.00
Cornwall Council (Community Chest Grant)	£200.00
Post Office (insert)	£1093.00

**e) Direct Debits**

British Gas (electric )	£101.38
EDF Energy (electric bus shelter light)	£29.00
South West Water (Folly Field)	£489.25
EDF Energy (field supply)	£4.05

**f) Pre-payments**

Biffa (waste collection)	£9.67
HMRC (PAYE)	£1089.97
HMRC (VAT)	£148.79
Road Signs (road signage road closure 12.11.23)	£258.58
Plus Print (printing overlays road closure 12.11.23)	£98.04
Dulux (benches)	£52.26
Pat Testing	£14.40
South West Play Inspections	£79.99

**17 The Freedom of Information Act 2000 (to be taken as read)**

Deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.

**18 Data Protection Act 2018 (to be taken as read)**

Precludes this authority from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public.

Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available, but individuals are protected.

**19 Items which may be taken in the absence of the public and press on grounds that Exempt information may be disclosed as defined in the Local Government Act 1972 and Public Bodies (admissions) Act 1960.**

To move that in the view of the confidential nature of the business to be transacted viz; information where public disclosure at this time may be prejudicial to the good business of the Council, it is in the public interest that they be temporarily excluded, and they are instructed to withdraw in accordance with Standing Order 3d.

**20 Folly Field Lease Update**

To receive an update.

A handwritten signature in cursive script, reading "Tracey Unstead".

Tracey Unstead  
Town Clerk